

<b>STATE OF IOWA</b> <b>DEPARTMENT OF CORRECTIONS</b>  <b>POLICY</b> <b>AND PROCEDURES</b>		Policy Number IO-SC-28	Applicability <input checked="checked" type="checkbox"/> DOC <input type="checkbox"/> CBC
		Policy Code Confidential	Iowa Code Reference N/A
Chapter 3  INSTITUTIONAL OPERATIONS	Sub Chapter  SECURITY & CONTROL	Related DOC Policies  IO-SC-08, IO-SC-09, IO-SE-25, HSP-710	Administrative Code Reference  N/A
Subject  CELL EXTRACTIONS		ACA Standards  N/A	Responsibility  Sheryl Dahm Diann Wilder- Tomlinson
		Effective Date  July 2015	Authority  Jerry Bartruff Director Signature on file at Iowa DOC

## I. PURPOSE

To provide specific guidelines for cell extractions that will ensure the safety of staff and offenders within the Iowa Department of Corrections (IDOC) institutions.

## II. POLICY

It is the policy of the IDOC to ensure the safety of the general public, staff and offenders. When the actions or condition of an offender necessitate a cell extraction by staff, sound procedures shall be established and followed governing the process with safety of all persons being paramount.

## CONTENTS

- A. Use of Force
- B. Shift Supervisor responsibility
- C. Designated Team Leader of the Cell Extraction Team responsibility
- D. Post Traumatic Incident Referral

**III. DEFINITIONS** – As used in this document:

- A. Cell Extraction Team – A group of employees under the direction of a designated team leader which will enter a cell or other enclosed area and use only that force necessary to ensure the safety of the offender, themselves, and others.
- B. Crisis Responder – An employee with special skill in negotiation and conflict resolution. [REDACTED]
- C. Positional Asphyxia – A death that occurs when a subject's body position interferes with breathing.
- D. See IDOC Policy **AD-GA-16** for additional Definitions.

**IV. PROCEDURES**

- A. Use of Force

Force may be used during a cell extraction or emergency cell extraction when:

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

B. Shift Supervisor is responsible for:

1. Reviewing each situation prior to a cell extraction being authorized

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

C. Designated Team Leader of the Cell Extraction Team is responsible for:

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- g. Ensure that all equipment is checked prior to leaving the assembly area;

[REDACTED]

[REDACTED]

## 2. Deployment

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- vi. Conversation among the Team members should be discouraged, so the offender(s) in the cell can hear the instructions being given by the designated team leader and to hear the offender's response.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

6. Emergency Cell Extractions

[REDACTED]

[REDACTED]

7. At the new location, the following shall transpire:

- a. Prior to placement in the newly assigned cell, all offenders  
[REDACTED]
- b. If the offender is cooperative, the correctional designated team leader shall instruct the offender and staff on what is expected as each step of the restraint removal process is accomplished.

[REDACTED]



[REDACTED]

[REDACTED]

[REDACTED]

8. Post Deployment

After the offender is secured, the Team shall be assembled in a private area where the designated team leader will, on camera:

- a. Survey the Team members and offender(s) for injuries and ensure medical treatment is provided, as needed;
- b. Ascertain whether there were any possible blood or body fluid exposures or other potentially infectious materials and ensure that any exposure is taken to Health Services for follow up and documentation;
- c. Discuss the cell extraction with the Team members, and review the video, for positive or problem areas encountered;
- d. Account for all equipment;
- e. Instruct all Team members to complete the necessary written reports; and,
- f. Deactivate the Team.

9. Designated Team Leader shall:

- a. Ensure that all equipment is properly returned to storage or re-supplied on-site; and

- b. Assure that all written reports and the video of the cell extraction are forwarded to the Shift Supervisor; using proper Use of Force forms in IDOC Policy **IO-SC-08**, Use of Force.

D. Post Traumatic Incident Referral

1. In cases of serious or psychological trauma, mental health and/or medical professionals, either in-house or from other agencies, shall assess each employee involved in the emergency as soon as practical.
2. Initial assessment is mandatory.
3. Follow-up services shall be provided as determined to be appropriate by the health professional and the employee.
4. In addition, engagement of the Staff Victim and Support Services Program and referral to the Employee Assistance Program (EAP) may be made.